

ATTENTION!  
Architectural drawings, such as house plans and blue prints, may be the proprietary property of the certified engineer/architect who drafted them. While Macomb Township is required by law to provide copies, YOU MAY BE IN VIOLATION OF COPYRIGHT LAWS BY RECEIVING COPIES OF THIS NATURE!

**Macomb Township**  
**Freedom of Information Act Request Form**  
(Please Type or Print Clearly)

Date: \_\_\_\_\_

Requester's Name: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_  
(Street)  
\_\_\_\_\_  
(City) (State) (Zipcode)

Telephone Number: ( ) \_\_\_\_\_

**Pursuant to the Michigan Freedom of Information Act, being Act 442, Public Acts of 1976, as amended, I hereby request that the following records be made available to me to inspect, copy, or receive copies of : (Description of the public record sought - be specific)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If your request is for personnel information, please provide the reason(s) for the request:  
\_\_\_\_\_  
\_\_\_\_\_

**I certify that all of the above information is correct and I understand that Macomb Township may request a good faith deposit from me if the fee authorized under the Freedom of Information Act exceeds Fifty (\$50.00) Dollars. I further understand that the deposit shall not exceed one-half (1/2) of the total fee authorized.**

\_\_\_\_\_  
Signature for Request Signature for Receipt

Received by: \_\_\_\_\_ Completed on: \_\_\_\_\_  
Date: \_\_\_\_\_ Notified on: \_\_\_\_\_  
Processed by: \_\_\_\_\_  
Date: \_\_\_\_\_ Amount of Fees: \_\_\_\_\_